

## **BRAUNTON PARISH COUNCIL**



### **Minutes of the Braunton Parish Council meeting held on Tuesday 14 October 2025 at 7pm in the Parish Hall, Chaloners Road, Braunton.**

#### **Present**

Cllrs: M Shapland, R Shapland, R Byrom, E Spear, D Spear, G Bell. T Kirby, L Childs, A Bryant, E Blackmore, M Cann and V Cann.

Officers: T Lovell, Parish Clerk & RFO  
District Councillor Pru Maskell  
District Councillor Simon Maddocks  
Andy Bell, North Devon Biosphere

6 members of the public.

140/2025/26

#### **Apologies**

None received.

No apologies received from Cllr D Relph.

141/2025/26

#### **Items not on the agenda, which in the opinion of the Chairman should be brought to the attention of the Council**

The Clerk informed members that the 1<sup>st</sup> Chivenor Scout Group no longer needed to store their porta cabin at the Stoney Bridge Depot. They had been offered space to site their porta cabin at Southmead School. As this is where they currently meet it was too good of an opportunity to turn down. They thanked the Parish Council for its support.

The Chairman proposed and it was unanimously agreed to bring agenda item 29 'North Devon Biosphere' forward to be considered after agenda item 6 'Receive Andy Bell North Devon Biosphere Co-ordinator'.

142/2025/26

#### **Declarations of Interest**

Cllr R Byrom declared a Non Registrable Interest (NRI) in Minute Ref: 171/2025/26(d), as he is a member of the Braunton Mens Shed.

Cllr R Byrom declared an NRI in Minute Ref: 172/2025/26, as he is a member of the Braunton Rotary Caen Club.

Cllr G Bell declared an Other Registrable Interest (ORI) in Minute Ref: 147/2025/26, as he the North Devon Council Lead Member for Housing and is a member on the North Devon Homes Board.

Cllr L Childs declared an NRI in Minute Ref: 147/2025/26, as she is a resident of North Devon Homes.

Cllr M Cann declared an NRI in Minute Ref: 152/2025/26(b), as he is a Governor at Kingsacre School.

143/2025/26

**Public  
Participation**

The applicant of planning application 80805 addressed the Council. As owner of the property the community and surrounding environment is important to him. He is community minded and involved in the Wave Project. His property at Kingsacre has been let long term for the past 15 years. There is a pressing need in the local area for low cost rentals which are becoming increasingly difficult to provide due to rising costs. The property is in need of substantial work and it would be a good opportunity to divide the existing house and build an extension to create two smaller low rentals on the plot. Maintaining it as a 4/5 rental property will not help towards the local housing need.

A resident addressed the Council regarding planning application 80801. According to plans available on the planning portal yesterday it would appear that the application had been reduced in size. The new proposed building's footprint would now be 108m<sup>2</sup>. This does not address its close proximity to residential property and the unacceptable impact this would have on them in terms of being overbearing and noise. The proposed structure is not in keeping with the surrounding area and would be used as a workshop/store which would negatively impact neighbouring amenity regarding noise. If planning was granted this would be a commercial premises in the countryside. There are already multiple vehicles on the site which would increase if planning was granted. The proposed structure would be seen from the public rights of way and would not be in keeping with the rural setting. The proposal would be contrary to policy DM05 and DM25 in the North Devon and Torridge Local Plan as it would not be ancillary to the main dwelling.

A resident addressed the Council regarding planning application 80805. The resident expressed concerns that 2 dwellings on this plot would be over intensification of the site. Not only would it have an adverse negative impact on neighbouring amenities and properties but it would also increase traffic movements and parking in a residential area in close proximity to a primary school. The area is extremely busy and congested during school drop off / pick up times adding additional traffic and on street parking would exacerbate this and put children at risk. If planning is granted this would set a precedent to sub-divide further plots on the housing

estate and compromise the character and integrity of Saunton Park.

144/2025/26

**Minutes**

RESOLVED: That the

- a. Minutes of the Council meeting held on 9 September 2025 be approved and signed as a correct record.  
(NC)

Cllr R Byrom requested if the Council were to ratify and adopt the Parks and Gardens Committee minutes would this affect the decision regarding agenda item 17 dogs on the Recreation Ground. Cllr M Cann requested the Clerk to advise. The Clerk confirmed that once Council ratifies and adopts decisions of committees, they then become formal resolutions of Council. The Clerk advised that the Council defers agenda item 5(b) 'ratify and adopt the Minutes of the Parks and Gardens Committee held on 17 September' until after it has considered agenda item 17 'Dogs on the Recreation Ground'.

Moved by Cllr D Spear, seconded by Cllr V Cann to RESOLVE to defer agenda item 5(b) 'ratify and adopt the Minutes of the Parks and Gardens Committee held on 17 September' until after it has considered agenda item 17 'Dogs on the Recreation Ground'.

(NC)

145/2025/26

**North Devon  
Biosphere –  
Andy Bell Co-  
ordinator**

The Chairman welcomed Andy Bell to the meeting.

Andy explained that the North Devon Biosphere 10-Year Strategy (2025-2035) is a roadmap for the future, guiding how the Biosphere will protect nature, support communities, and create a more sustainable region over the next decade. It sets out clear goals and actions to make sure North Devon remains a thriving place for both people and wildlife.

It includes 19 targets which help our nature to thrive. The Global Biodiversity Framework agreed to conserve 30% of Earth's land and seas by 2030. The remaining 70% to become more nature friendly.

There are 10 species protected in Devon within the Nature Strategy many of these species can be found on Braunton Burrows. The aim is to engage more in nature and reduce impact on nature.

The Strategy aims to:

- Reduce climate change events by 10%.
- Provide positive nature activities to engage youth via the Bideford Arts Centre and Bridge Chambers in Barnstaple.
- Nature tourism - building a better economy working with nature and unlocking valued natural assets.

- Increase time spent in nature and improve health.
- Provide better access to healthy food
- Increase awareness of the Biosphere and its mission by 80%

The ND Biosphere don't want to run a big centre with ongoing expensive costs. North Devon Council have been very supportive providing space within their buildings for the Biosphere, including the new NDC drop-in Centre in Green Lanes. They were offered the old Lidl store on the Barnstaple retail estate but it was not cost effective to reinstall services in the building. The Exeter Science Centre has also been very supportive and run citizen science work including water quality testing. The Government also plan to increase environment education in the school curriculum.

There will be a mid-term review of the Strategy in 5 years. The Strategy is big, bold and ambitious so far it has received 140 response which have all been positive.

The Chairman commented that it is an excellent Strategy and very well written. It was recommended that when the Council reviews the Braunton Neighbourhood Plan policies it looks at increasing the statutory 10% uplift in Biodiversity Net Gain.

The Chairman thanked Andy Bell for his presentation.

146/2025/26

**North Devon  
Biosphere  
Strategy 2025-  
2030**

RESOLVED: That the Council welcomes the North Devon Strategy and congratulates the ND Biosphere for producing such a great document.

Cllr G Bell declared an ORI. Cllr L Childs declared an NRI.

147/2025/26

**Mariners, South  
Street**

The Chairman welcomed District Councillors Simon Maddocks and Pru Maskell.

Cllr Maddocks explained that Cllr Liz Spear had brought the Mariners to his attention two years ago. In January 2024 planning permission was granted for 25 affordable rented flats and 4 shared ownership homes. This was 18 months ago and nothing has happened on the site. Residents were evicted and financially compensated by North Devon Homes to leave Mariners. Since the building has been sat empty North Devon Homes have had to pay Council Tax at the increased double rate due to the building being vacant.

North Devon Homes recently sold off property in Croyde for a sum approximately £450k. Cllr Maddocks expressed his concern regarding this happening to the Mariners site. This was discussed at the North Devon Council Full Council meeting in July and the response

was that North Devon Homes don't have the money to build Mariners. North Devon Homes are currently going through a viability process for the site and there are concerns that some or all of the affordable homes could be lost. It may be more cost effective for North Devon Homes to repurpose the existing Mariners building.

Members noted that there are other North Devon Homes sites in Braunton including a block of 8 affordable flats and 1 disabled bungalow that are not being developed.

Cllr G Bell explained that due to improvements to housing standards the Mariners building would not be salvageable. He understood that the new North Devon Homes planning application for this site would provide social and market led housing. North Devon Homes are currently looking in to demolition of the building and it will be demolished by the end of the year.

The Braunton Community Land Trust had discussed taking on the existing building to remodel but this will not happen if it is being demolished.

RESOLVED: That the Clerk to meet with North Devon Homes and to invite them to attend a future Council meeting to discuss their future plans for properties in Braunton.

148/2025/26

**Action Sheet**

RESOLVED: That the action sheet be noted.

(NC)

149/2025/26

**Police Representation**

a. There was no police representative present.

(NC)

b. There was no Councillor Advocate Report.

150/2025/26

**Report from Devon County Councillor**

The County Cllr explained that the Barnstaple Central Town Police Station was fully operational again. He had received reports of anti social behaviour and drug use on the Braunton Recreation Ground.

The County Cllr was currently reviewing parking restrictions in parts of Braunton including Southlands, Quantock, Higher Park Road and Dyers Close and consulting residents.

The County Council will be emailing parish and town councils shortly regarding providing funding towards them taking on more services such as highway pothole repairs.

151/2025/26

**Report from North Devon District Councillors**

District Cllr Liz Spear expressed her concerns regarding North Devon Homes not developing the Mariners and Pill Gardens sites.

There were no further district councillors reports.

Cllr E Spear and Cllr G Bell in their capacity as North Devon Councillor, stated that any opinions expressed during discussions on the following planning applications represent a preliminary view and that they will naturally reconsider the application fresh when presented all the facts at principal level.

a) 80801

Proposed: Replacement of garden building with storage/hobby shed and extension of garden curtilage and associated works.

Location: The Lodge Halsinger Braunton Devon EX33 2NL

Applicant: Marcus Jennings

Moved by Cllr L Childs, seconded by Cllr V Cann to recommend refusal on the grounds, as follows:

The application is not well related to the character of the settlement and its rural setting. The design, scale, height and mass of the proposed development does not respond positively to the landscape as detailed in the Braunton Parish Character Assessment Character Area - 2 East of Parish, Halsinger. The development would be contrary to policies NE6 and BE1 in the Braunton Neighbourhood Plan (BNP).

The proposed height of the development would be overbearing and have an imposing impact on the grounds of neighbouring gardens and their amenity. It would be contrary to Policy BE1(2)(iii).

Concerns regarding increased vehicular movements resulting from the development and the negative impact this will have on the highway. Contrary to policies DM06 and DM05 in the North Devon and Torridge Local Plan (ND&TLP).

(NC)

Cllr M Cann declared an NRI.

b) 80805

Proposed: Demolition of garage and extension, erection of side and front extensions, and subdivision of dwelling to form 2no. dwellings

Location: 30 Kingsacre Braunton Devon EX33 1BN

Applicant: Mr and Mrs Strahan

Moved by Cllr M Cann, seconded by Cllr E Blackmore to recommend refusal.

RESOLVED: That the Council recommends refusal on the grounds, as follows:

Over intensification of the site. It is not well related to the scale and form of the built up area and would be contrary to

Policy BE1(2)(i) in the Branton Neighbourhood Plan (BNP).

Concerns regarding adverse impact on neighbouring amenity. The proposed two Air Source Heat Pumps would be in close proximity to neighbouring properties and negatively impact on living conditions of the occupiers due to noise and disturbance. It would be contrary to Policy BE1(2)(iii) in the BNP.

Concerns regarding negative impact on the highway due to the increased vehicular movements resulting from this development. Also, highway safety concerns during school drop off/pick up being in such close proximity to a primary school. Contrary to policies DM06 and DM05 in the North Devon and Torridge Local Plan (ND&TLP).

(11.0.1abs)

c) 80813

Proposed: Erection of 2.no gates and privacy fencing  
Location: The Crest Down End Saunton Branton Devon  
EX33 1JH  
Applicant: Proinstall M&E Ltd.

Moved by Cllr R Byrom, seconded by Cllr V Cann to recommend approval.

RESOLVED: To recommend approval the gates are set back from the highway and would not negatively impact on the surrounding area.

(11.0.1abs)

d) 80820

Proposed: Conversion of existing dormer window into patio French casements and balcony and removal of existing chimney  
Location: Cherry Cottage Corilhead Road Branton  
Devon EX33 2EW  
Applicant: Garry Rawlinson

Moved by Cllr R Shapland, seconded by Cllr D Spear to recommend approval.

RESOLVED: That the Council recommends approval. The proposed alterations are well related to the character of settlement and will have no adverse impact on neighbouring amenity.

(11.0.1abs)

e) 80799

Proposed: Retrospective conversion of garage to one unit of holiday accommodation and a home study for the host dwelling  
Location: 26 The Fairway Branton Devon EX33 1DZ  
Applicant: Mr and Mrs Daniel Coles

Moved by Cllr T Kirby, seconded by Cllr R Shapland to recommend refusal.

RESOLVED: That the Council recommends refusal on the grounds, as follows:

Over intensification of the site and the design is not in keeping with the built up area and its setting. It would be contrary to Policy BE1(2)(a) in the Braunton Neighbourhood Plan and the Parish Design Guide.

The propped live work unit does not meet the requirements of Policy E1(1) in the Braunton Neighbourhood Plan.

The original application granted stated that it should not be used for any other purpose.

(9.1.2abs)

f) 80842

Proposed: Application for a lawful development certificate for commencement of works relating to planning permission 78388 (Reserved matters application for appearance, landscaping, layout and scale (outline application 76273 – erection of a dwelling with associated access and landscaping (all matters reserved)))

Location: Land to the Rear of Blackwells Lodge, Boode Road, Braunton, Devon, EX33 2NW

Applicant: Miller Bay Ltd

RESOLVED: That the Council is unable to comment as to whether the works started on this site constitute a material/substantive start under Section 56, Town and Country Planning Act 1990.

(NC)

153/2025/26

**North Devon**  
**Council**  
**Planning**  
**Decisions**

80639

Description: Single storey rear extension

Site Address: 8 Irving Close Braunton EX33 1DH

Applicant: Mr and Dr Caswell and Tarrier

Decision: APPROVED

Decision Date: 17/09/2025

80642

Description: Variation of Condition 5 (agricultural occupancy) attached to planning permission 1928 (Outline application for proposed erection of agricultural workers dwelling)

Site Address: Beara Charter Farm, Marwood, Barnstaple, Devon

Applicant: G. Nicholas, C. Nicholas, P. Nicholas, A. Morris

Decision: APPROVED

Decision Date: 26/09/2025

80683

Description: Installation of solar panels on the ground

Site Address: Pounds Mead, Hills View, Braunton, Devon

Applicant: Paul Scarlett



Decision: APPROVED  
Decision Date: 24/09/2025

80718

Description: Variation of condition 2 (approved plans) attached to planning permission 78141 (Erection of games room, sun terrace and area for jacuzzi) to allow amended design

Site Address: Ambridge House, 15 Seven Acres Park, Branton.

Applicant: Rocky Huxtable

Decision: WITHDRAWN

Decision Date: 24/09/2025

80795

Description: Application for a non-material amendment to planning permission 79661 (Two storey side extension with raised decking, conversion of garage and single storey front extension) in respect of condition 2 relating to the design to allow changes to some windows and doors

Site Address: The Knoll, Winsham Road, Knowle, Branton.

Applicant: Mr and Ms Blackburn and Clensey

Decision: APPROVED

Decision Date: 25/09/2025

154/2025/26

**Finance**

a. RESOLVED: That the supplier payments on the schedule from 10 September – 14 October 2025 were approved and drawn in the total sum of £9,464.03.

b. RESOLVED: That the Council's September 2025 direct debits and standing orders for the sum of £6,602.90 be retrospectively approved.

c. RESOLVED: That the PAYE, NI and pension contributions for September 2024 were approved and drawn in the total sum of £20,928.42.

(NC)

155/2025/26

**Representatives  
on Outside  
Bodies**

RESOLVED: That the Clerk prior to the meeting circulated Cllr R Shapland's report regarding the Branton and District Museum attached as – **appendix one**.

156/2025/26

**To ratify  
decision taken  
under delegated  
powers 10  
September – 14  
October 2025**

RESOLVED: That the decisions taken under delegated powers from the 10 September to 14 October 2025 be ratified and adopted, attached as - **appendix two**.

(NC)

157/2025/26

**Minutes**

Members expressed concern that the Council's correct procedure had not been followed as the Minutes of the Parks and Gardens Committee should have been ratified and adopted earlier in the meeting.

Moved by Cllr D Spear, seconded by Cllr R Shapland to ratify and adopt the Minutes of the Parks and Gardens Committee held on 17 September 2025.

RESOLVED: That the Minutes of the Parks and Gardens Committee held on the 17 September 2025 be ratified and adopted.

(10.0.2abs)

158/2025/26

**Braunton**  
**Recreation**  
**Ground – Ban**  
**Dogs**  
**Consultation**

Members considered the Parks and Gardens Committee's recommendation to ban dogs on the Recreation Ground.

Prior to 2017 dogs were banned from the recreational ground. Following requests from members of the public the Council relaxed the ban to allow dog owners to walk their dog(s) through the recreational ground on a lead. The Parish Council have received written and verbal complaints regarding dog owners ignoring this rule. Members of the public have also raised concerns regarding the health and safety of users on the recreation ground.

The Council ran a public consultation from the end of July until 8 September 2025 (6 weeks).

The Council asked the public.

- i) YES Ban dogs outright (Enforceable).
- ii) NO continue to allow dogs to be walked through the recreation ground on a lead (Not Enforceable).

201 responses were received to the consultation:

- 39 responded – YES Ban dogs outright (Enforceable)
- 162 responded – NO continue to allow dogs to be walked through the recreation ground on a lead.(Not Enforceable).

Leading up to and during the consultation some dog owners continued to ignore the rule and did not keep their dog(s) on a lead. In addition to this, some dog owners allowed their dogs to foul in the Recreation Ground and did not pick it up.

The Parks and Gardens Committee at its meeting on 17 September 2025 considered the responses to the consultation. Although, the majority responded to continue to allow dogs to be walked through the recreational ground on a lead. The Committee felt that some dog owners would continue to ignore the rule and use the recreation ground to exercise their dog(s) off of a lead.

It therefore, recommended to Full Council to ban dogs on the recreation ground, for the reasons as follows:

- The Council has a responsibility as landowners to ensure safety to all users.
- There are more children using the recreation ground since the new equipment was installed. The Council has a responsibility to ensure a safe, secure and protected area for children to play.
- Braunton Football Club has started using the pitch more regularly.
- It would like to keep the area as open recreational space and not fence off any areas.

Cllr V Cann noted that 80% of those who took part in the consultation voted in favour of allowing dogs on the recreation ground but kept on a lead.

Cllr L Childs had voted to ban dogs on the recreation ground at the Parks and Gardens Committee meeting on the 17 September but speaking to local residents she had changed her mind. She expressed concerns that going against the consultation would be very unpopular with the residents. Broken glass and drug paraphernalia appears to be a much worse problem on the recreation ground than dogs.

Cllr T Kirby suggested that the Council consults further with the local community prior to considering banning dogs on the recreation ground. This would provide an opportunity to educate people and give them a chance to abide by the rule. The Council could provide better signage and engage with local schools to reiterate to the public the importance of picking up dog mess.

Cllr G Bell explained that cases of toxocariasis leading to sight loss are low risk. He expressed concerns that banning dogs from the recreation ground would impact those struggling with mental health issues and the elderly. He suggested improving signage regarding the rule to keep dogs on a lead and providing pictorial signs which are easier to understand. He also expressed concerns that the public may not abide by the ban as the dog warden could not be present on the recreation ground at all times. He felt 201 responses to the consultation was a good turn out and the Council should not ignore what the public have said.

Cllr E Blackmore expressed concerns regarding the health and safety of users the recreation ground who may come into contact with dog faeces. The Parish Council as landowner has a responsibility to ensure the health and safety of all users. She was particularly concerned for the health and safety of the young footballers who are using the recreational ground regularly for practice and match games.

Moved by Cllr E Blackmore, seconded by Cllr R Shapland to approve the recommendation of the Parks and Gardens Committee to ban dogs on the recreation ground.

RESOLVED: That the Council

- a. to ratify and adopt the recommendation of the Parks and Gardens Committee to ban dogs on the recreation ground.
  - b. To arrange a meeting to consider when the ban will come into force and it public relations strategy to implement the ban of dogs on the recreation ground.
- (6.6.0abs)

The Chairman exercised their casting vote in support of the proposal.

(7.6.0abs)

159/2025/26

**Bridleway 52**  
**Bias Lane**

Further to Minute Ref: 133/2025/26 members considered a report sent out prior to the meeting regarding the resurfacing of Bridleway 52 and remedial works to the Chaloners Road Car Park.

**a. Resurface Bridleway 52**

The Clerk had approached four contractors to resurface the affected area of Bridleway 52 and extend out on to the footpath to the kerb line. One Contractor was unable to quote as they did not have a street works licence. Two contractors quoted as follows:

Contractor	Quote
A	£2,980
B	£4,288

The Clerk advised that Contractor B had been recommended by Devon County Council.

RESOLVED: That the Council accepts quote B and GM Contractors be appointed to carry out the resurfacing works. At a cost of £4,288 + VAT.

(NC)

**b. Replace damaged fence adj. to the Library**

The Clerk advised that the fence on Bridleway 52 adjacent to the library had been hit by a vehicle reversing to access the School's Car Park. This incident and the resulting damage had been reported to Devon County Council. The County Council responded that given the fence sits between the car park and the bridleway it will likely be the landowner of the car park to address.

RESOLVED: That the Council accepts the quote received to replace the damaged fence. The fence to be installed on Parish Council land adj. to the Library. At a cost of £1,060.

(NC)

c. Remedial works to Chaloners Road Car Park

The Clerk advised that whilst the Chaloners Road Car Park was closed to resurface Bridleway 52, it would be a good opportunity to replace the rotten bollards, boundary fence and remove all overgrown vegetation.

RESLOVED: That the Council agrees to carry out remedial works in the Chaloners Road Car Park, as follows:

- a. To appoint Countryside and Garden to replace the post and rail fence to the rear of the Car Park at Chaloners Road. At a cost of £2,077.
- b. To appoint Countryside and Garden to replace rotten bollards with Douglas Fir bollards and reflectors and reinstall chain to the Chaloners Road Car Park boundary. At a cost of £2,090.
- c. That Council staff to remove all overgrown vegetation and remove from site. Cost of roll on roll off 12 cubic meter skip £175 plus £? per tonne of green waste.

(NC)

160/2025/26

**Braunton  
Football Club**

Members considered the Clerk's briefing paper sent out prior to the meeting. Braunton Football Club had been granted planning permission on 27 August. This permission is subject to a further planning application to discharge condition 3 and 4 attached to planning permission 80109.

This would require the Football Club to provide a Habitat Management and Monitoring Plan (HMMP) and pay additional fees to discharge the conditions.

The Club had received a quote from Orbis Ecology Ltd for the sum of £420 to provide a HMMP. The planning fee to discharge conditions 3 and 4 is £298. The Club has requested if the Parish Council could towards funding both of these.

RESOLVED: That the Council

- a. to provide £210 towards the HMMP carried out by Orbis Ecology Ltd.
- b. to agree to be the applicant to discharge conditions 3 and 4 and to pay the planning fee of £149 (Parish Council's are entitled to a 50% discount on planning fees).

161/2025/26

**CCTV in  
Braunton**

The Council met on the 8 October to discuss the provision of CCTV in the Village. The Police and Crime Commissioner (PCC) had announced a £125k fund towards communities costs to install CCTV. Parish and town councils could request up to £10k funding towards the provision of CCTV. Fully costed expressions of interest need to be submitted by 24 October and include the following information.

- Type and number of camera(s)
- Monitoring arrangements
- Identified locations & rationale for selecting these locations
- Installation timeline
- Outline any local planning issues which could hamper installation
- Plan to ensure future sustainability and appropriate infrastructure
- Funding including breakdown of costs we seek from the PCC and where we will get our match funding from.
- Who will benefit from the CCTV
- How will our CCTV proposal meet the priorities in the Police and Crime Plan 2025-2029
  - Anti-social Behaviour
  - Drugs & Alcohol
  - Serious Violence
  - Theft

Members considered costs to connect to the Barnstaple CCTV Hub. Real-time monitoring of the cameras would cost £52.50 per week per camera. Alternatively, the Council could opt to record only and the data would be retained for 28 days. This would cost £100 per month plus a £500 one off connection fee.

The PCC only announced the funding on the 15 September, members expressed concerns that there was not sufficient time to provide a fully costed EOI.

RESOLVED: That the Council

- a. to not submit a EOI as there is not sufficient time to provide a fully costed and robust proposal for CCTV in the Village.
- b. explores further options for CCTV in the village including static and deployable cameras.
- c. to Consult the police and request crime statistics specific to Braunton.
- d. to engage with local businesses and the community regarding their concerns and if they would support a CCTV system in Braunton.

162/2025/26	<b><u>Public Conveniences</u></b>	<p><b><u>Pavilion Public Conveniences</u></b></p> <p>RESOLVED: That the Council</p> <ol style="list-style-type: none"> <li>to open the Pavilion Public Conveniences from Saturday 25 October to Sunday 2 November 2025 from 8am -6pm.</li> <li>Atac-Cleaning to clean and unlock the toilets £18 per standard clean.</li> <li>Guarantor Security to lock the toilets at a cost of £10 per lockup.</li> </ol> <p>(NC)</p> <p><b><u>Caen Street Public Conveniences</u></b></p> <p>The Clerk advised that the Council would need to go out to formal tender if the contract amount exceeded £30k. Members felt that it was not be in a position to recruit for this position due to the lack of information provided by North Devon Council regarding cleaning method statement/procedure for cleaning the public conveniences.</p> <p>RESOLVED: That the Council to take on contractors to clean, unlock and lock the Caen Street Public Conveniences for the remainder of the year up to 31 March 2026.</p> <p>(NC)</p>
163/2025/26	<b><u>Parish Council Risk Assessment 2025/26</u></b>	<p>The Clerk, prior to the meeting, circulated the Council's Financial Risk Assessment 2025/26.</p> <p>RESOLVED: That the Council's Financial Risk Assessment 2025/26 be approved, attached as – <b>appendix three.</b></p>
164/2024/25	<b><u>Financial Regulations and Effectiveness of Internal Controls.</u></b>	<p>The Clerk, prior to the meeting, circulated the Council's Financial Regulations and Internal Controls 2025/26.</p> <p>RESOLVED: That the Council's review of its Financial Regulations and Internal Controls 2025/26 be approved.</p> <p>(NC)</p>
165/2025/26	<b><u>Standing Orders</u></b>	<p>The Clerk, prior to the meeting, circulated the Council's Standing Orders. The Council considered adopting the National Association of Local Councils (NALC) Model Standing Orders. It was noted that the Clerk would need to cross reference the NALC Model Standing Orders against the Council's current Standing Orders.</p> <p>RESOLVED: That the</p> <ol style="list-style-type: none"> <li>Council to approve its Standing Orders for 2025/26.</li> <li>Clerk to bring the NALC Model Standing Orders to a future Finance and Administration Committee to consider adopting.</li> </ol> <p>(NC)</p>
166/2025/26	<b><u>Flowbird App Parish Car Parks</u></b>	<p>The Clerk reported that from the 16 December Flowbird's parking App would no longer be available in the UK. RingGo are unable to provide the Parish</p>

Council with its own account as it would not be financially viable to set up a new account which can take up to 10 weeks. RingGo could provide the Parish Council with two parking zones under an existing RingGo account. The Clerk had approached North Devon Council and was waiting to hear back from their Legal team regarding the sharing the financial data.

RESOLVED: That the Council to set up two zones under NDC's RingGo account.

(NC)

167/2025/26 **North Devon Council Off Street Parking Order**

RESOLVED: That the Council makes no amendments to the NDC OSPO for Caen Street or Chaloners Road car parks.

(NC)

168/2025/26 **North Devon Council Housing and Economic Land Availability Assessment**

RESOLVED: That this item be deferred to the October Advisory Discussion meeting.

(NC)

169/2025/26 **North Devon Coast National Landscapes**

Members considered the North Devon (ND) Coast National Landscape Draft Management Plan.

RESOLVED: That the Council supports the ND Coast National Draft Management Plan subject to the Braunton Neighbourhood Plan being included along with the North Devon & Torridge Local Plan.

(NC)

170/2025/26 **Braunton Remembrance 2025**

The Clerk updated members on arrangements for this year's Remembrance events in Braunton.

**Remembrance Parade and Service – Sunday 9 November**

**Time:** Arrive at 9.30am. Parade to proceed at 10.00am.

**Meeting Point:** Parade participants to meet at Caen Street Car Park, EX33 1AA

**Parade Route:** The Parade will exit Caen Street Car Park onto Caen Street, turn left along Chaloners Road, turn right into Church Street and stop at St. Brannock's Church.

**Church Service:** Starts at 10.50am at St. Brannock's Church, people attending need to be seated no later than 10.45am.

At 11am a two-minute silence will be observed giving guests, residents and visitors the opportunity to make their own personal silent tribute to all those who have died in service of their Country.

**Parade Return:** Following the Service the Parade will leave St. Brannock's Church and proceed at 12pm left along Chaloners Road, at the Memorial Gardens the Commanding Officer 24 Commando Royal Engineers will take the march past salute. The Parade will continue right into Caen Street and return to Caen Street Car Park, where the Parade will halt and dismiss.



Armistice Day - Tuesday 11 November

An act of Remembrance with a two-minute silence will take place on the Village Green.

**Time:** Arrive 10.45am. Two-minutes silence at 11am.

**Meeting Place:** Village Green, Caen Street, Braunton, EX33 1AA

Everyone is welcome to attend.

171/2025/26

**Christmas 2025**

**a. Parish Christmas Tree**

RESOLVED: To

- i. approve purchase of a 25ft Christmas tree at £750 + Vat.
- ii. approve quote to install and remove lights at £504 + Vat.

**b. Free Parking Caen Street Car Park**

RESOLVED: To provide free parking in Caen Street Car Park on Saturday 13 and 20 December 2025 to encourage people to shop locally in Braunton.

**c. Christmas and New Year Opening Hours**

RESOLVED: To close the Council office on Tuesday 24 December 2025 at 12pm and reopen Monday 5 January 2026 at 9am.

Cllr R Byrom declared NRI.

**d. Braunton Mens Shed Nativity Scene**

RESOLVED: To approve request from the Braunton Mens Shed to provide a nativity scene around the tree on the Village Green and to contribute funding towards materials required for the project.

(NC)

172/2025/26

**U3A Request for Mugs in the Parish Hall**

RESOLVED: To purchase 108 mugs for users of the Parish Hall.

(NC)

Cllr R Byrom declared NRI.

173/2025/26

**End Polio Now – Braunton Caen Rotary.**

RESOLVED: To grant consent for the Braunton Caen Rotary Club to plant Crocus corms on the flood defence bank adj. to the Chaloners Road Car Park.

(NC)

The meeting closed at 9.55pm.

Signed by the Chair: .....  
(Cllr M Shapland)

Date: .....